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## **STAFF REPORT:**

### **Scheduled Agenda Items**

- 9:00 AM – Annual Budget: The board needs to approve two items with regards to the FY2021 annual budget – the changes, which need to be read into the minutes and the approving resolution. Changes were very minor – just over \$9000 in the General Fund and just over \$200 in the Building Fund. Those were due to getting actual numbers for utilities. There was a decrease of just over \$100,000 in the Highway Fund due to actuals, as we had information on BIG awards.
- 9:10 AM – Interchange Report: City Engineer Jackie Lanning will be at the meeting to discuss the 30% cost estimate for the I-29/20<sup>th</sup> Street South Interchange project.
- 9:45 AM – Elkton Railroad Crossing: Greg Nelson is a council member for the City of Elkton. He requested time on the agenda to discuss the addition of safety mitigation measures at the railroad crossing on Cornell Avenue – or 486<sup>th</sup> Avenue/Hwy 13 – that runs north and south along the western edge of the city. This is a county road. Nelson would like to discuss the installation of lights and possibly crossing arms.

### **Regular Business Items**


- ❖ Resolution – Bond Documents: This resolution authorizes the execution of the documents to move forward with our bond for the jail project. The documents are also included in the packet.
- ❖ Resolution – First District: This is an annual resolution supporting our membership with the First District Association of Local Governments. The fee is included in the FY21 budget.
- ❖ County Aid Lien: Mike Holzhauser provided information and is recommending approval of a settlement of a county aid lien.
- ❖ AIA Agreement – BKV: This agreement reflects changes due to the longevity of the jail expansion project. The only modification made by BKV was the end date of the contract. The county had initially asked for April of 2023, but with the commencement of the project, BKV is suggesting April of 2022. They will assist with an 11 month review after the completion for work that has a 12 month warranty.
- ❖ Arc Inc. Agreement: This is the formal agreement with Arc Inc. to provide design and architectural services for the partition project in the Finance Office. This amends the previous agreement (#20-46) the commission previously approved. Commissioner Boersma has reviewed this and prefers this type of agreement in lieu of the large AIA contracts for work-order style projects. She also supports this as written.
- ❖ ROW Agreements: There are two routine right-of-way agreements. Brian Gustad is recommending approval of both of them.
- ❖ Payroll Tax Deferral: The commission is required to take action if you choose to withdraw from a tax deferral authorized by President Trump.

### Director's Report

- The General Fund surplus of approximately 25% is just over the 10-year average of 22.4%.
- Included with my staff report is information on where each individual department is at with their share of the budgeted health insurance 'risk' amount. We're at about 58% of the 30% we budgeted for FY2020. And we're at about 80% of the year complete so far. Kristen and I are working on having Sherri Matthews with Wellmark call in to an upcoming meeting to discuss how this first year with the new insurance is going.
- I've included the jail groundbreaking invitation with my report. Please let me know if there is anyone you would like to have receive one.
- I did attend the SDACC Fall Convention in Sioux Falls. Sessions I went to were on how to conduct the "public comments" agenda item at public meetings; county drainage management; ag adjustments for assessing property; budgeting; zoning; juvenile justice panel; county and township collaborations; the pandemic preparedness panel and the closing speaker – Vaney Hariri – and developing a positive culture in the workplace. Brookings County received both gold and platinum level safety awards again this year. Commissioner Deb Russell from Fall River County was elected as the SDACC President for the next year; Commissioner Rachel Kippley from Brown County was elected 1<sup>st</sup> VP; Commissioner Dean Karskey from Minnehaha County was elected 2<sup>nd</sup> VP; and Commissioner Brenda Hanten from Codington County was elected Treasurer for another year. The three resolutions that were presented all passed unanimously.

### Public Notices

- ✓ County Tour, 8:30 AM, Friday, October 2, 2020 – leave from Highway Department
- ✓ Jail Expansion & Remodel Groundbreaking, Friday, October 2, 4:00 PM at the Detention Center, 315 7<sup>th</sup> Avenue, Brookings.
- ✓ Department Head Reviews, Tuesday, October 27, 2020 – 8:00 AM, Chambers



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